

**TOWN OF WEBSTER
Office of Selectmen
945 Battle Street/Rte. 127
Webster, NH 03303**

4:25 pm Selectmen's Meeting – February 19, 2013 – Work Session

Selectmen present: Selectman Bruce Johnson, Selectman Roy Fanjoy and Life Safety Code Enforcement Officer Tom Godfrey.

Selectman Johnson chaired this meeting in the absence of Chairman George Cummings. This was a work session to meet with Mr. Godfrey to discuss Policies and Procedures.

Mr. Godfrey presented a proposal to be adopted for any new resident as part of the Certificate of Occupancy process, which would require a certification statement and energy compliance signed off by the builder or contractor, a national electrical code compliance signed off by the electrician and plumbing code compliance signed off by those listed on the building permit, which in turn would trigger the Certificate of Occupancy inspection. He also created a checklist for his own use, with follow-ups to be provided for folks if necessary. He noted that a temporary Certificate can be issued with a work list for completion in order for the final Certificate to be issued.

Discussion ensued about inspections in general, information that should be on the website, etc. Mr. Godfrey would like to send this information to the Planning Board for their review prior to putting information on the website and making it available to the public.

He discussed the inspection for newly installed propane tanks and some of the issues that can arise. He recommended not doing these inspections as they are tricky. He also noted that there are some voluntary inspections such as generators that he has done, for which there had been no charge. He shared the inspection list provided by Former Safety Code Enforcement Officer Adam Pouliot, which was reviewed and discussed. Mr. Godfrey noted that there was not a good paper trail of former inspections. Selectman Fanjoy recommended that any inspections be charged to the homeowner so that Mr. Godfrey can be compensated for his time. Mr. Godfrey advised that he did not mind doing some things on an advisory basis. The fee list was reviewed. Discussion continued on the types of inspections that should be done.

Mr. Godfrey inquired as to whether there were any concerns about Copart on Deer Meadow Road and whether anyone had reviewed it and if DES was aware. Selectman Fanjoy visited the site before cars were brought in. Selectman Johnson noted that the Board understood that it would be less of a junkyard use than prior owners and cars would be moved in and out quickly. There was discussion on the use of the buildings, modifications done, etc. Mr. Godfrey referred to the requirements for oil burners, which he had information that the Town should be doing permits. He indicated that the word should be sent out to the public as well as those companies that install boilers and that going forward installations of new boilers in Webster will be required. Selectman Fanjoy said that technically under State law, a permit is required.

Mr. Godfrey advised that he has talked to Chairman Cummings regarding issues at 77 Centennial Drive. Discussion ensued regarding the electrical, septic system, driveway, etc. and possible solutions.

Mr. Godfrey inquired if the forms he presented tonight should become part of the building package and the Board agreed.

5:07 pm Selectman Fanjoy made a motion to adjourn the meeting; seconded by Selectman Johnson and approved.

Bruce G. Johnson
BOS/jj

Roy E. Fanjoy

BOS Initials:

B. G. Johnson

R. E. Fanjoy